

hereby constituted] "The Board of Estimates for St. Mary's County." The director of finance shall act as secretary to the Board and shall perform such other functions as the Board may require, including immediate supervision of budget submissions and preparation.

20.

Every county agency shall submit to the Board of Estimates of St. Mary's County [on or before March 1] in each year a detailed and itemized estimate of the amounts to be required for the operation of such agency during the ensuing fiscal year, classified in such form and containing such other information as the Board of Estimates shall require from time to time. THE BOARD OF ESTIMATES SHALL ESTABLISH THE SUBMISSION AND REVIEW SCHEDULE FOR THE DEVELOPMENT AND PRESENTATION OF ESTIMATES. In the case of road funds requested for any fiscal year, the estimate of funds shall show as separate sums the amount for new construction and the mileage to be constructed, and the amount for maintenance and the mileage to be maintained. Such estimate shall be submitted under the oath of the official in charge of such agency that such estimate and the matters and facts contained therein are true and correct to the best of his knowledge, information and belief. The term "county agency" shall include the Board of County Commissioners and any officer, department, commission, board, bureau or other agency of the county and any institution receiving any appropriation from county funds.

21.

Before [April 1] MAY 1 in each year, the Board of Estimates shall have prepared a proposed budget containing the items enumerated hereinbelow:

(1) A fully itemized and detailed statement, in comparative form, of the aforesaid itemized amounts requested by each county agency, the amounts appropriated for the current fiscal year for each such agency, and the appropriation recommended for each such agency by the Board of Estimates for the ensuing year.

(2) A detailed statement in comparative form showing for the current and ensuing years, all anticipated county receipts, from all sources, whether they be federal, state or local receipts of any nature whatsoever, and the total assessable basis, together with the rates for the current year for general and special taxes and assessments, and the estimated rates required by the recommended appropriations.

(3) The total amount of county funds to be